

AIR PERMIT APPLICATION GENERAL INSTRUCTIONS

APPLICATIONS FOR AIR PERMITS ARE NOT COMPLETE UNTIL ALL REQUIRED INFORMATION IS SUBMITTED. IF ANY OF THE REQUIRED INFORMATION IS NOT CONTAINED IN THE PERMIT APPLICATION PACKAGE, THE APPLICATION MAY BE RETURNED TO THE FACILITY.

1. Application forms are available for Non-Title V and Title V facilities. See attached list of available AIR PERMIT APPLICATION FORMS.
 2. Required application forms are source specific; therefore, not all forms in each section are required:
 - a. For Non-Title V Facilities - Applicable forms in Sections A, B, C, and D are required.
 - b. For Title V Facilities - Applicable forms in Sections A, B, C, D, and E are required.
 - c. Toxics - Applicable forms in Section M are required if Toxics modeling is conducted.
 - d. Stage I/II Facilities - Applicable forms in Section S are required if Stage I/II operations are present.
 3. Print or type only.
 4. FOR ASSISTANCE, CALL MECKLENBURG COUNTY AIR QUALITY AT (704) 336-5430.
 5. Submit the number of copies listed below of the application and other supporting data. If confidential information is requested, both confidential and public copies must be submitted.
 - a. One (1) copy for Non-Title V facilities.
 - b. A minimum of two (2) copies for Title V facilities. Refer to MCAPCO Regulation 1.5507 paragraph (e) for Title V requirements.
- To: Mecklenburg County Air Quality
2145 Suttle Avenue
Charlotte, NC 28208-5237
6. For ALL facilities, the application MUST BE SIGNED on Form A1 by a responsible person or company official.

For Title V facilities, the application MUST ALSO BE SIGNED on Form E3 by a RESPONSIBLE OFFICIAL of the facility.
 7. Because the application is not ideally suited for every conceivable operation, applicants are encouraged to submit additional information when needed to complete the application and provide adequate explanation of the operations.
 8. Applications may be downloaded from the MCAQ web page at <http://airquality.charmeck.org>.

AIR PERMIT APPLICATION FORMS

- SECTION A - FACILITY INFORMATION**
A1 - FACILITY (GENERAL INFORMATION)
A2 - NOTIFICATION/CHANGE FORM
A3 - EMISSION SOURCE CHANGES REQUESTED BY THIS APPLICATION
A4 - FACILITY-WIDE EMISSION SOURCE LISTING
A5 - FACILITY-WIDE INSIGNIFICANT ACTIVITY LISTING
- SECTION B - EMISSION SOURCES**
B - EMISSION SOURCE (REQUIRED FOR ALL SOURCES)
B1 - EMISSION SOURCE (GENERAL)
B2 - EMISSION SOURCE (FUEL COMBUSTION SOURCE)
B2-G - EMISSION SOURCE (INTERNAL COMBUSTION ENGINES)
B3 - EMISSION SOURCE (INCINERATOR)
B4 - EMISSION SOURCE (COATING/FINISHING/PRINTING)
B5 - EMISSION SOURCE (MANUFACTURE OF CHEMICALS/COATINGS/INKS)
B6 - EMISSION SOURCE (STORAGE SILOS/BINS)
B7 - EMISSION SOURCE (LIQUID STORAGE TANK)
- SECTION C - CONTROL DEVICES**
C1 - CONTROL DEVICE/METHOD (GENERAL)
C2 - CONTROL DEVICE (FABRIC FILTER)
C3 - CONTROL DEVICE (ELECTROSTATIC PRECIPITATOR)
C4 - CONTROL DEVICE (THERMAL OR CATALYTIC INCINERATOR)
C5 - CONTROL DEVICE (CYCLONE/MULTICYCLONE)
C6 - CONTROL DEVICE (ADSORBER)
C7 - CONTROL DEVICE (SCRUBBER)
C8 - CONTROL DEVICE (CONDENSER)
- SECTION D - EMISSION CALCULATIONS**
D1-1 - MASTER LIST OF MATERIALS USED
D1-3 - DETERMINATION OF POUNDS VOC PER GALLON SOLIDS (MCAPCO 2.0900)
D1-4 - TOTAL VOC EMISSIONS CALCULATIONS (MASS BALANCE METHOD)
D1-5 - TOXIC AND HAZARDOUS AIR POLLUTANT EMISSION CALCULATIONS (MASS BALANCE METHOD)
D2-1 - EMISSION CALCULATIONS BY METHODS OTHER THAN MASS BALANCE AS CALCULATED ON FORMS D1-4
D2-2 - SUMMARY OF EMISSIONS FROM THE D2-1 FORMS (METHODS OTHER THAN MASS BALANCE)
D3-1 - FACILITY-WIDE SUMMARY OF CRITERIA POLLUTANT, TAP AND HAP EMISSIONS
- SECTION E - TITLE V**
E1 - TITLE V INFORMATION
E2 - COMPLIANCE PLAN (METHOD OF COMPLIANCE)
E3 - TITLE V COMPLIANCE CERTIFICATION
E4 - COMPLIANCE SCHEDULE
- SECTION M - TOXICS MODELING**
M1 - SCREENING MODEL PARAMETERS
M2 - SOURCE PARAMETERS
M3 - TOXIC AIR POLLUTANT EMISSION RATES
M4 - TOXIC AIR POLLUTANT OFF-SITE CONCENTRATIONS
- SECTION S - GASOLINE DISPENSING FACILITY**
S1 - GENERAL INFORMATION
S2 - STAGE I & II
- APPENDIX A - COMPLETENESS CHECKLIST**
- APPENDIX B - REGULATED AIR POLLUTANTS**

REQUIRED AIR PERMIT APPLICATION FORMS MATRIX

NON-TITLE V APPLICATIONS

	A1	A2	A3	A4	A5	SECTION B	SECTION C	SECTION D	E1	E2	E3	E4
NEW FACILITY	X			X	X	X	X	X				
ADMINISTRATIVE AMENDMENT	X	X										
MODIFICATION	X		X	X	X	X	X	X				
LIKE-FOR-LIKE REPLACEMENT	X	X	X	X	X							
CHANGE OF OWNERSHIP	X	X		X	X							

TITLE V APPLICATIONS

	A1	A2	A3	A4	A5	SECTION B	SECTION C	SECTION D	E1	E2	E3	E4
INITIAL TITLE V	X			X	X	X	X	X	X	X	X	X
NEW FACILITY	X			X	X	X	X	X	X	X	X	X
ADMINISTRATIVE AMENDMENT	X	X									X	X
MINOR MODIFICATION	X		X	X	X	X	X	X	X	X	X	X
SIGNIFICANT MODIFICATION	X		X	X	X	X	X	X	X	X	X	X
RENEWAL	X	X	X	X	X	X	X	X	X	X	X	X
LIKE-FOR-LIKE REPLACEMENT	X	X		X	X						X	X
CHANGE IN OWNERSHIP	X	X		X	X						X	X

OTHER APPLICATIONS

	SECTION M	SECTION S	SECTION T
TOXICS MODELING	X		
STAGE I/II OPERATIONS		X	

NOTE: "X" INDICATES REQUIRED FORM